

**Safety Review Committee  
January 17, 2003  
10:00 AM – 12:00 PM**

**Minutes**

**Members Present**

Charles Shank (Ex Officio), Joel Ager, Dennis Collins, Sharon Doyle, Ben Feinberg (Chair), Ken Fletcher, Ed Lampo (Secretary), Peter Lichty, Kevin Lesko (for Augusto Macchiavelli), Don Lucas, Steve Lundgren, Othon Monteiro, Linfeng Rao, Linda Smith, Scott Taylor, Weyland Wong, Linda Wuy, Hisao Yokota

**Members Absent**

Mack Kennedy, Ron Madaras, Ted Sopher,

**Others Present**

Don Bell, Sally Benson, John Chernowski, David McGraw, John Seabury, Don Van Acker, Robin Wendt

**Annual Meeting with the Director**

Dr. Shank asked all present to introduce themselves. As part of these introductions, David McGraw stated how insightful and what a tremendous help the SRC is to the EH&S Division. Dr. Shank commented on Berkeley Lab's good accident record and urged that we must aspire to be leaders in accident prevention. It was noted that current efforts to mitigate "Legacy Waste" have made marked improvements, but that efforts must continue in order to deal with this ongoing issue. The Director thanked the SRC for participating in the important responsibility of caring for the ES&H of our workers and students. He expressed his high expectations that we all will work safely.

Follows are some highlights of SRC activities in 2002 as discussed with Director Shank.

**MESH Program**

The year 2002 was begun with new chairperson, Ben Feinberg, leading the SRC. A priority for 2002 was completion of MESH Reviews for EH&S, CSD, MSD, and Computing -- thereby eliminating the backlog of outdated reviews. These reviews are completed and all Divisions' Reviews are now up-to-date. In general, Divisions have improved in management of Safety. In view of this diligence, future review schedules will be based upon a Division's MESH "score" and subsequent ISM Board assessment.

**Ergo Pilot Program**

The SRC developed a pilot program for assisting in the correction of workstation ergonomic deficiencies. The program provides limited matching funds for selected cases. It is expected that the program will benefit personnel safety as well as reduce "Workers' Comp" expenses -- a true win-win!

**Matrix Staff Policy**

With the assistance of EH&S staff, a policy was developed describing the responsibilities for staff that are matrixed out of their home division. The draft policy is for inclusion in section 7 of the RPM.

**Supervisor Training**

The SRC is working closely with EH&S on training programs for LBNL supervisors and functional-leads. This work will be continued in 2003.

Other areas looked at by the SRC in 2002 included:

MOU with Berkeley Campus	External Regulation at Berkeley Lab
New Directives and the DOE Contract	OSHA Test Inspection of LBNL
Electrical Safety Subcommittee	Liaison with Biosafety Committee
Emergency Preparedness Subcommittee	Supervisory Responsibilities for Matrix Staff
"Worker's Comp" & Improved Safety	MESH "Institutional" Findings
LBNL Accident Statistics	LASER Safety Advisory Committee
Ergonomics Management Program	

**December Minutes** were approved as submitted.

**Comments from Chair**

**Supervisor Training:** An amended note was sent to Sally Benson.

**MESH Frequency:** The MESH Review, SRC discussion, and ISM Board recommendation will be considered.

**2003 MESH Cycle:** OAA is arranging scheduling of the five reviews.

**Matrix Staff**

Donald Van Acker presented the final draft revisions for RPM 7.01. These revisions incorporate safety and health responsibilities for matrix staff. Included in the revision is a table summarizing responsibilities for both "home" and "host" supervisors. The SRC concurred with this revision to the RPM and its release (pending editing by TEID).

**UC Campus MOU**

John Seabury gave an update since the June meeting with the campus. Recently the Berkeley Lab met with UCB Compliance Vice-Chancellor and campus EH&S. A basic difference seemed to exist. The campus felt LBNL should only be concerned/responsible for Donner and Calvin. Conversely Berkeley Lab had requested additional oversight and investigation prerogative for other campus locations. UC did not realize that LBNL directly funds employees and work in these other locations. The SRC strongly urged that our emphasis should be on having the PI ensure that employees abide by campus rules. John will pass any preliminary agreements past the SRC. Upon completion of MOU, the SRC will consider whether EH&S can help with these responsibilities.

The meeting was adjourned at 11:50 AM.

Respectfully submitted,

Edward J. Lampo  
SRC Secretary

Next Scheduled SRC Meeting: February 21, 2003, 10:00 AM – Noon, Bldg.90-Rm.1099